



## ***Board of Directors Regular Meeting***

**November 3<sup>rd</sup>, 2025, at 6:00 PM**

**LCATV & via Zoom**

**63 Creek Farm Plaza, Suite 3, Colchester, Vermont 05446**

**Board of Directors in Attendance:** Dirk Reith (DR), Al Getler (AG), Curt Taylor (CT), Greg Drew (GD) ,  
Matt Ketcham (MK), Krystina Gotsch (KG)

**Staff in Attendance:** Kevin Christopher (KC), Rebecca Padula (RP)

**1. Call to Order by Chair DR at 6:00 PM**

**2. Approve Agendas**

**Motion by AG to approve the agenda, second by MK, passed unanimously.**

**3. Public / Board Members / Staff Comments**

No comments

**4. Approve Minutes of 10/18/2025**

**Motion by CT to approve minutes of 10/18/2025, second by KG, passed unanimously.**

**5. Executive Director's Report**

KC reported that the horror film festival in St. Albans was a success with LCATV's Executive Director KC winning Best Screen Play. One of LCATV's camps also participated. Northwest Access TV puts on the festival each year. The Crowd Source cinema that LCATV contributes to will be screening soon.

**6. Treasurer's Report**

The treasurer was not in attendance. KC reported no remarkable changes.

**7. Old Business**

**a. Fundraising & Sponsorship Planning**

KC stated that progress is being made, but he needs one more meeting before reporting to the Board.

**b. Employee Handbook – Revision Second Reading / Action**

LCATV's HR consulting firm NFP and KC looked over the suggested changes from the last Board meeting. The definition of a Temporary Employee has been added. The Board reviewed the proposed changes.

**Motion by AG to approve the proposed handbook revisions for 2<sup>nd</sup> reading, second by CT, passed unanimously**

KC added that NFP wanted clarification on how the payment in lieu of insurance will be paid: as a lump sum or monthly. After some discussion the Board determined that it should be a monthly payment.

**c. Policy 4 – Revisions Second Reading / Action**

CT added a little confusion to the Policy 4 discussion by bringing up changes that he thought should be made to the already approved Handbook changes. After some discussion an amendment to the handbook was proposed.

Prior to there being a motion and vote, KC asked that he be able to review that changes with MFP. The Board agreed.

**Motion by CT to have KC and NFP review the following proposed changes to the first paragraph of the Handbook's Family and Medical Leave explanation: Changing "Shall" to "May" and adding "annual" to the average. Second by AG. Passed unanimously.**

The Board then returned to Policy 4 and found no changes needed.

**Motion by CT to approve Policy 4 revisions on 2<sup>nd</sup> reading, second by KG, passed unanimously**

**8. New Business**

**a. FY 2026 Budget – First Draft**

KC pointed out an alarming deficit of \$77K in the proposed operating budget. Projected revenue is \$510k. Proposed expenses are \$587K. The difference is the \$77K deficit. KC budgeted for a 6% drop in revenue for 2026. He confessed uncertainty as to how accurate that projection is, but he is trying to split the difference between "alarm" and "hope."

KC did not include revenue LCATV may receive from the State in FY2026. Uncertainty about the State's budget makes him cautious. This year (FY2025) that amount is \$68K.

On the Capital budget side, the big expense is the replacement of Video Server which is about 10 years old.

Later in the meeting KC added that the cost of the server is \$34K in the proposed budget. However, if we buy the product this year there is a 10% savings. The Board approved the use of FY2025 funds to purchase the server.

**Motion by AG to use FY2025 Capital Funds for the purchase of a video server, second by KG, passed unanimously**

DR asked if the number of subscribers has really decreased so much as to result so significant a drop in PEG payments. CK said he would try to get subscriber numbers to answer that inquiry.

KC mentioned that Vermont Access Network (VAN) is trying to address the loss of revenue problem by: 1) negotiations over the renewal of Comcast's Certificate of Public Good and 2) re-introducing legislation at the State level in the next biennium that might tax the streaming companies and provide fund for AMOs.

**Motion by AG to approve the 1<sup>st</sup> draft of the budget, second by MK, passed unanimously**

#### **9. Executive Session (if needed)**

**Motion by CT to enter executive session to discuss employee benefits, second by KG, passed unanimously**

Executive Session

**Motion by CT to exit executive session, second by KG, passed unanimously**

During Executive Session the Board decided to continue with the budget in draft mode until the details of employee compensation are added.

GD asked about the issue of upgrading to HD and who pays how much for same. KC replied that a meeting between the Department of Public Service and ComCast went nowhere. The concern is that different Access Media Organizations (AMO) are receiving significantly different cost estimates for the upgrade. The issue may be part of the CPG negotiations.

CT asked for clarification on what "cellular backup" for the new alarm system mentioned in the last meeting means. KC explained and said he has a call into the provider about it but has not heard back.

#### **10. Adjournment**

**Motion to adjourn by CT, second by KG, passed unanimously.**

**Meeting adjourned at 6:54 PM**

DRAFT Respectfully submitted by Curt Taylor – Secretary on November 11<sup>th</sup>, 2025  
Approved at 12-08-2025 Board Meeting